



County of Bernalillo Zoning, Building & Planning

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BERNALILLO COUNTY COMMERCIAL BUILDING PERMIT REQUIREMENTS

PLANS & SPECIFICATIONS

Plans and Specifications shall be prepared on substantial paper and shall be of sufficient clarity to indicate in detail the location, nature and extent of the proposed construction. All permit documents must be signed and stamped by New Mexico licensed architect and/or engineer with regard to that individuals discipline. The Applicant shall provide all information listed below and submit four (5) copies of the site plan and two (3) copies of all other drawings. Permit drawing plans must contain the following:

1. COVER SHEET:

Cover sheet shall be provided with the following minimum information:

- A. Project Identification
- B. Project Address and vicinity map.
- C. All design professionals shall be identified
- D. The primary or principal design professional shall be identified
- E. Design Data including but not limited to the following:
- F. Occupancy group and division
- G. Type of construction
- H. Location of property
- I. Seismic Zone
- J. Square footage and Allowable areas (all calculations to be provided.)
- K. Mixed occupancy calculations
- L. Is this structure to be fire sprinkled?
- M. Height and number of stories
- N. Occupant load (calculations for each room and area and totals)
- O. Land use zone

1. SITE PLAN:

Five (5) copies of the site plan indicating the following minimum information:

- A. Location and dimensions of the proposed construction
- B. Street Address
- C. Any and all existing structures and their respective occupancy groups
- D. Distance of proposed construction to the property lines and existing structures
- E. Location of water supply lines
- F. Solid and liquid waste disposal lines or facilities.
- G. Location of utility lines (electric, gas, phone, etc.)
- H. Parking spaces and calculations (to include handicapped spaces)
- I. Landscape locations and calculations
- J. Legal description, subdivision, lot and block numbers as well as UPC (Uniform Property Code)

2. FOUNDATION PLAN:

Show the location, size, dimensions and depth below grade of all footings, piers, stem walls and retaining walls. Provide adequate details to show footing sections with dimensions of footing width and depth below grade, size and spacing of reinforcement steel.

3. FLOOR PLAN:

Show all rooms, room sizes and label use. Indicate all door and window sizes and types as well as their respective hardware specifications. Included in the floor plans shall be a handicap accessibility plan and exit plan.

4. **FLOOR AND ROOF FRAMING PLAN:**

Show the size, spacing and spans of all structural members (joists, girders, rafters, headers, beams, engineered structural members, trusses, etc.). Indicate the lumber grade and species of all wood structural members. Provide job specific engineered truss details. All engineered details to be cross referenced to the plans at their corresponding locations. Show attachment of beams, columns, ledgers and anchors.

5. **ELEVATIONS:**

Provide four (4) exterior elevations of proposed construction, show location of all architectural and structural elements, roof top height, finished building height, finish floor elevation and finish grade elevations.

6. **WALL SECTION:**

Show wall sections for typical interior and exterior construction, indicating depth of footing below grade, exterior grade, concrete steel reinforcement, footing dimensions, perimeter insulation where applicable, floor to ceiling dimensions, wall construction, exterior finish and attachment to structure, roof materials, connections and slope.

7. **STAIRS:**

Show step rise, run, width, height of handrails, size of handrails, spacing of intermediate rails, size of handgrip portion of the handrail and the headroom above stairs, as well as the actual construction.

8. **SPECIAL DETAILS:**

Provide construction details for any other types or locations of unusual construction or where it is necessary to further clarify means of constructing architectural, structural, or mechanical devices or systems.

9. **ADDITIONS & ALTERATIONS:**

Include size, use and construction of existing buildings, the window, door sizes and types in existing room(s) adjacent to the addition

10. **ENERGY CALCULATIONS:**

All new, temperature controlled, construction including additions, must show compliance with the 2006 IECC (International Energy Conservation Code)

11. **ELECTRICAL, PLUMBING AND MECHANICAL PLANS:**

Provide plans that clearly indicate the design of electrical, plumbing and mechanical systems within the proposed construction and/or alteration.

12. **GRADING AND DRAINAGE PLANS:**

All plans shall be provided per the Bernalillo County Public Works Department, Floodplain Administrator, AMAFCA and any other applicable agencies and shall be submitted and approved by said agencies. Please contact the appropriate agency regarding submittal and permitting requirements.

GENERAL

1. **ENVIRONMENTAL HEALTH REQUIREMENTS**

Permits and approval for water and solid waste disposal are required prior to application for building permit.

2. **ZONING:**

Permits and approval required prior to application for building permit. Complete landscaping plans may be required.

3. **TESTS:**

Soil investigation report, compaction requirements and testing, concrete testing may be required.

4. **CONTRACTORS:**

In all cases, a New Mexico licensed contractor holding no less than a GB98 license classification will be required.